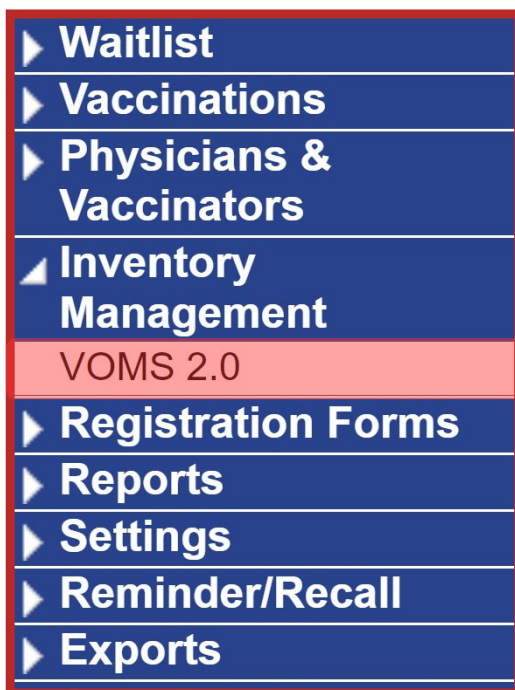


# Correcting Negative Doses in ASIIS (VOMS 2.0) for COVID-19 Lot Numbers

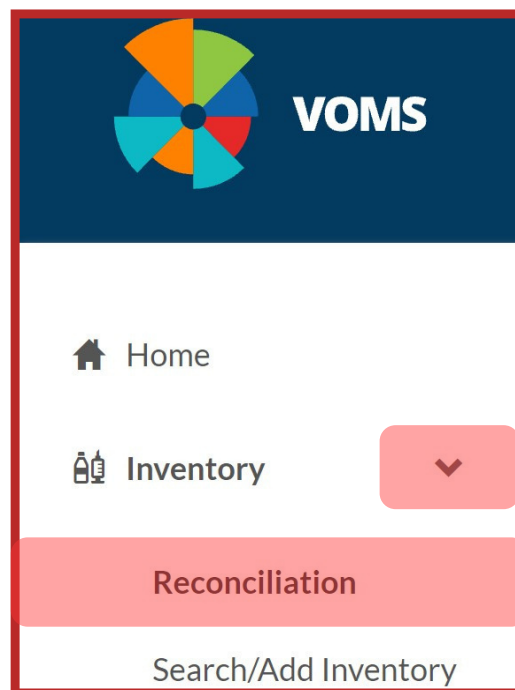


Please note: This process should only be used for COVID-19 vaccines when extracting extra doses from a multi-dose vial. This process should NOT be used for VFC or VFA doses or to address other inventory issues.

**Step 1:** In ASIIS, go to Inventory Management, then click VOMS 2.0.



**Step 2:** Click the Inventory tab, then select Reconciliation.





**Step 3:** Locate the COVID-19 vaccine with negative doses in the Quantity on Hand column.

Public

Private

Date Range: 11/05/2021 - 11/19/2021



Vaccine	Lot#	Exp Date	Funding Source	Lot History	Quantity On Hand	Physical Counts	Discrepancy	Adjustments	Inactivate
Coronavirus (SARS-CoV-2)(COVID-19)									
Covid-19, Mrna, Lnp-S, Pf, 100 Mcg/ 0.5 MI Dose Moderna Covid-19 Vaccine (10pack-10dose Vials) (100 Doses) (80777-0273-99 MOD 100 pack - VIALS NDC: 80777-0273-99	FAKE1234	 02/17/2022	PAN	<a href="#">VIEW</a>	-1				<input type="checkbox"/>


# Correcting Negative Doses in ASIIS (VOMS 2.0) for COVID-19 Lot Numbers


**Step 4:** Enter the number of doses currently on hand in the **Physical Counts** column, then click **Adjust**.

Public

Private

Date Range: 11/05/2021 - 11/19/2021



Vaccine	Lot#	Exp Date	Funding Source	Lot History	Quantity On Hand	Physical Counts	Discrepancy	Adjustments	Inactivate
Coronavirus (SARS-CoV-2)(COVID-19)									
Covid-19, Mrna, Lnp-S, Pf, 100 Mcg/ 0.5 MI Dose Moderna Covid-19 Vaccine (10pack-10dose Vials) (100 Doses) (80777-0273-99 MOD 100 pack - VIALS NDC: 80777-0273-99	FAKE1234	 02/17/2022	PAN	<div>VIEW</div>	-1	0	1	<div>ADJUST</div>	<input type="checkbox"/>

**Step 5:** Enter the **number of doses** being adjusted so the Total Doses Off is zero, select **"Order Received"** for the **Adjustment Category**, select **"Dose Count Variance Multi-Dose Vial"** for the **Adjustment Reason**, then click **Save**.

### ADJUST QUANTITY

COVID-19, mRNA, LNP-S, PF, 100 mcg/ 0.5 mL dose - Moderna COVID-19 Vaccine (10pack-10dose vials) (100 doses) (80777-0273-99 | Lot#: FAKE1234  
Exp Date: 2022-02-17 | Funding Source: PAN

DOSE(S): ADJUST: Total Doses Off: 0

Order Received

Dose Count Variance Multi-dos...

ADD ANOTHER REASON

Received from VFC program  
Received directly from vendor, not VFC supplied  
Dose Count Variance Multi-dose Vial  
Received from CDC, not VFC supplied  
Received from depot  
Order Received

# Correcting Negative Doses in ASIIS (VOMS 2.0) for COVID-19 Lot Numbers

**Step 6:** Enter the quantities on hand for each vaccine in your inventory. Once a quantity has been entered for each vaccine, click Submit Inventory.

PNEUMO (PPSV)									
Pneumococcal Polysaccharide Ppv23 Pneumovax ® 23 (Vials) MSD 10 pack - VIALS NDC: 00006-4943-00	XXXXX	09/20/2022	VFC	<a href="#">VIEW</a>	10	<input type="text" value="10"/>			<input type="checkbox"/>
POLIO									
Ipv Ipol ® PMC 10 pack - VIALS NDC: 49281-0860-10	T1E871M	10/10/2022	VFC	<a href="#">VIEW</a>	220	<input type="text" value="220"/>			<input type="checkbox"/>
ROTAVIRUS									
Rotavirus, Pentavalent Rotateq ® (10pk) MSD 10 pack - POUCH NDC: 00006-4047-41	1821803	07/26/2022	VFC	<a href="#">VIEW</a>	10	<input type="text" value="10"/>			<input type="checkbox"/>
<a href="#">CLEAR</a>				<a href="#">SAVE</a>	<a href="#">SUBMIT INVENTORY</a>				

**Note:** When inventory information is submitted, the Last Submitted Report date updates on the Reconciliation page.

602-364-3899

ASIISHelpDesk@azdhs.gov

<https://azdhs.gov/vfc>

Updated 01/2022